5 Paragraph Order
• Uniform format

• Planning-Covers all facets of an operation
  • Why, logistics, tasks, responsibilities
  • Makes you think an operation through before it is conducted

• We will use this at this unit
  • You will need to write these
• (Orientation)
• Situation
• Mission
• Execution
• Administration and Logistics
• Command and Signal
• 3 Subparagraphs

• Enemy Forces

• Friendly Forces

• Attachments & Detachments

• Write one brief paragraph detailing some background behind why the event is
• Also has 3 Subparagraphs

• Weather & Astrological Data:
  • Weather as it relates to operation (Rain, Snow, Heat, Etc)
  • Illumination of moon at night

• Terrain
  • Terrain as it relates to operation (River,
• SIZE: Sqd size, Bn, Sniper, etc.

• ACTIVITY: Eating Chow, Digging in, Attacking, etc.

• LOCATION: Grid, Direction heading, IVO Lake, etc.

• UNIT: Infantry, mechanized, militia, etc.

• TIME: Time of last sighting.
• Also has 3 Subparagraphs

• Higher: Mission of your Higher Unit
  • Should always be the same

• Adjacent: Locations and planned actions of other units in area
  • What PV/RICE is doing (if applicable)

• Support:
• Attachments: Units augmenting your standard unit (i.e. Corpsmen)

• Detachments: Units from your standard unit you have sent to augment someone else (i.e. color guards)

• Must include the time the att/det takes effect
• THE MOST IMPORTANT ELEMENT

• One sentence (Typically) to address 5 Ws

• You will write, CO will approve

• WHEN, WHO, WHAT, WHERE, WHY

• In that order

• Rest of 5P order is how
• When

• On order (O/O),

• At 0900R22July2007 (Timing crucial)

• No later than (NLT) 0730 (often NET)

• Upon completion of Phase II (Grand Scheme)

• At 1300 on 14 Dec 2007
• YOU

• Only speak for unit you command

• Actual title (No we) important for attach/ detach
- Action to be performed

- Only be specific if you absolutely must
  - Encourages initiative
  - Maintains flexibility

- Keep technical
  - DO: Establish Machine Gun Position
• IOT=WHY
  • Subordinates are listening for IOT
• Establishes real priority
  • Based on Commanders Intent
  • Fundamental of Maneuver Warfare
  • Puts everything in context
• Main Effort
• Someone is always the ME
• Identifies whether you are supporting or supported
• Say at end
• Who was main effort at orienteering meet?
• BPT
At 1300 on 14 December 2007, NROTC Unit, Houston Consortium (Rice Unit) conducts ceremony in Stude Concert Hall IOT commission students as officers in the U.S. Navy and Marine Corps.
• Commanders Intent
• Concept of Operations
• Tasks
• Coordinating Instructions
• Other
- Guidance to subordinates that:
  - lays out the problem
  - provides focus and priorities
  - generally lays out how the problem will be overcome
- Written as a paragraph
- What is intent of orienteering meet?
• Describes the overall plan
• Does not task
• Does not set times
• Identifies who is responsible for each element of an operation.

• Specifically states the action to be taken

• Identifies limitations (i.e. due dates)

• Use Plan of Action and Milestones and attach

  • List of all tasks, dates due, and who is responsible
• Tasks that apply to two or more people
• Uniform, muster times, etc.
• Attachments
• Timelines
• Gear lists
• Admin
  • Required reports
  • Report formats
  • Fleet-Pay and legal issues
• Logistics
  • Supplies required
• Command

• Staff and MIDN

• Succession of command

• Where Located

• Signal

• How to contact